

JUDICIAL BRANCH COURT TECHNOLOGY COMMITTEE

Type:	Standing Committee
Established:	April 27, 2005
Revised:	February 8, 2011
Chair:	Hon. David Kennedy
Report Date:	Annually (on July 1st)
Reports to:	State Court Administrator

I. Purpose:

The purpose of the Court Technology Committee is to provide the Office of Information Technology (OIT) assistance in identifying the technology needs of the Judicial Branch, identifying and evaluating technological priorities, and ensuring that information technology is designed and implemented to best meet the needs of the user community.

II. Goal:

Ensure technological proficiency within the Judicial Branch to best serve the people who use court services.

III. Duties:

The primary duty of the Committee is to oversee the preparation and implementation of the court technology plan. Committee members are required to:

- (1) understand the current state of technology in the Judicial Branch;
- (2) prioritize needed improvements;
- (3) assess staff impacts;
- (4) develop a budget;
- (5) draft policies and procedures as needed to support the implementation of the technology plan;
- (6) report recommendations to the Chiefs and the State Court Administrator;
- (7) provide the Chiefs with an annual review of the court technology plan and a mid-year update on progress in implementing the technology plan.
- (8) Assure that proposed technological improvements are designed to enhance rather than restrict or complicate public service; and
- (9) Stay abreast of, and make recommendations regarding, technological innovations which may improve access to justice and public service.

IV. Membership:

Members are appointed for two-year terms, with the understanding that members can be reappointed for additional terms. Membership may be substantially reorganized at the Direction of the Chief Justice, notwithstanding existing terms, in order to improve the Judicial Branch's capacity to improve public service and make best use of resources.

At this time, the Committee consists of two judges representing the Superior and District Courts, the Court Management Analyst, the Court Library Supervisor and Web Services Coordinator, one or more member(s) of the Administrative Team, two members representing the Clerks of Court, a Field Operations Specialist, and a secretary. The Chief Technology Officer and the Director of OIT will serve ex officio. There will also be a liaison from the Supreme Judicial Court. Member appointments and reappointments will be made by the Chief Justice.

V. Meetings:

The Committee meets on a schedule established by the Chair and approved by the Committee. Meetings will be held every other month at minimum and more frequently when necessary. The Director of OIT will assure that meeting minutes are produced promptly.

VI. Subcommittees

The Chair of the Technology Committee is authorized to form subcommittees and to make requests for judicial participation directly to the Chief Justice of the Supreme Judicial Court.

VII. Reporting:

The Committee will submit a written report of its progress to the State Court Administrator annually on July 1st or as otherwise requested.

VIII. Committee Duration:

The Court Technology Committee will be a standing committee of the Judicial Branch.

Dated: February 8, 2011

Approved by:

_____/s/
Leigh I. Saufley
Chief Justice

**JUDICIAL BRANCH
COURT TECHNOLOGY COMMITTEE
MEMBERSHIP ROSTER**

Two Judges:

Justice Joyce A. Wheeler, Superior Court

Judge David Kennedy, District Court

Court Library Supervisor and Web Services Coordinator:

Tracie Lammers

Court Management Analyst:

Sherry Wilkins

Clerks of Court:

Anita Alexander

Director of Clerks of Court:

Rick Record

Director of Court Services and Court Counsel:

Laura M. O'Hanlon, Esq.

Field Operation Specialist:

Jennifer Kelley

Secretary:

Karen Morin

Chief Technology Officer for OIT:

(Vacant)

Director of OIT:

Bob Dunn

Judicial Liaison:

Associate Justice Andrew M. Mead